

**Approval of Contracts**

**REGIONAL COUNCIL ATTACHMENT #3.1.2**  
**Thursday, May 1, 2003**

**000011**

# REPORT

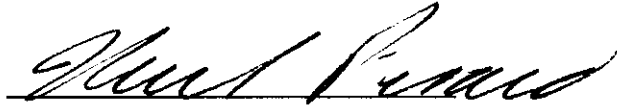
**TO:** Administration Committee  
Regional Council

**FROM:** Sam Mehta, Contracts Manager (213) 236-1813  
Email: [mehta@scag.ca.gov](mailto:mehta@scag.ca.gov)

**SUBJECT:** Approval of Contracts Over \$25,000

**DATE:** April 14, 2003

**EXECUTIVE DIRECTOR'S APPROVAL**



**RECOMMENDED ACTION:** Approve Contracts

## SUMMARY:

- **The Following Consultant Contract is Recommended for Approval:**  
Environmental Science Associates NTE \$398,089
- **The Following Contract Amendment is Recommended for Approval:**  
Aerial Information Systems – This Amendment \$ 99,950  
Total Contract Value NTE \$596,570
- **The Following Software License Renewal is Recommended for Approval:**  
Thomas Brothers NTE \$ 50,337

## FISCAL IMPACT:

The Work Element is listed on the detail page for each contract. Included is the Work Element and category of funding, for example FHWA, FTA, indirect.

RC/ADMIN Agenda 4/3/03  
PC DOC#84179



## CONSULTANT CONTRACT

**Consultant:**

Environmental Science Associates (ESA)

**Scope:**

The Consultant will prepare the Draft and Final PILUT (Planning for Integrated Land Use and Transportation) 2004 RTP EIR and develop and implement a Mitigation Monitoring and Reporting Program. Specifically, the Consultant will use multiple methods to evaluate and disclose the programmatic environmental effects of the preferred PILUT 2004 RTP EIR and the RTP/EIR Alternatives.

The project will require two phases. First, the Consultant will help prepare the environmental setting, statement of purpose and need, technical studies and evaluation, Draft and Final EIR, and the Monitoring and Reporting Program. Second, the Consultant will refine the technical studies, finalize the Administrative Record, produce a Lessons Learned Report, conduct a region-wide campaign to market the EIR as a useful planning tool, and fully implement the Mitigation Monitoring and Reporting Program.

Ultimately, this effort will provide a legally adequate and useful environmental planning tool for the Regional Council, local governments, and the public.

**Contract Amount:**

<b>Total not to exceed</b>	<b>\$398,089</b>
Environmental Science Associates (prime)	\$368,406
Katz Okitsu & Associates (subcontractor)	\$ 29,683

**Contract Period:**

July 2003 through June 30, 2005

**Work Element:**

04-XXX	.... \$ 100,000 (Funding sources: FHWA and FTA, subject to approval of SCAG's FY 03-04 budget)
05-XXX	.... \$ 298,089 (Funding sources: FHWA and FTA, subject to approval of SCAG's FY 04-05 budget)

**Request for Proposal:**

SCAG staff emailed notification of RFP No. 03-013 to 130 pre-qualified firms on SCAG's bidders list to notify them of the release of the RFP. The RFP was posted on SCAG's web site and staff conducted a public pre-bid meeting. The following three proposals were received in response to the solicitation:

URS (2 subcontractors)	\$759,346
EIP (1 subcontractor)	\$998,354
ESA (1 subcontractor)	\$398,089

**Selection Process:**

The Proposal Review Committee (PRC) evaluated all three proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. Interviews were held with all three offerors.

The PRC was comprised of the following individuals:

Leann Williams, Caltrans District 7 Regional Planning  
Renee Brandt, Environmental Supervisor, City of Los Angeles  
Steven Jones, Principle Planner, Community Redevelopment  
Agency of Los Angeles  
Rich Macias, Manager Aviation/Environmental Planning, SCAG  
Nancy Pfeffer, Senior Regional Planner, SCAG

**Basis for Selection:**

The PRC recommends Environmental Science Associates (ESA) for the contract award because of ESA's experience, reputation, and ability to produce useful and effective EIRs for large-scale, programmatic, transportation plans. In both the written proposal and oral interview, ESA clearly conveyed the best ability to meet the demanding schedule requirements and considerable need for flexibility that will characterize the EIR process. Their familiarity with SCAG's administrative and policy processes proved essential to making a highly cost-effective proposal (compared with the other bidding firms) that matched the needs of the organization.

ESA demonstrated a superior understanding of SCAG's needs, the pressures likely to be experienced during the process, and the need for integration of consultant staff into agency operations. Furthermore, they were responsive to concerns about legal defensibility of the product by expressing the desire to improve specific areas of the analysis, such as the assessment of growth-inducing and cumulative impacts.

The PRC was unanimous in rating ESA's proposal and oral presentation the highest. In addition, ESA had, by far, the least expensive proposal.

**Special Note:**

*SCAG staff pulled this contract from the agenda of April 2003 meeting since SCAG cancelled budget amendment #2. Now that the funding has been revised to reflect the available funding from FY 03-04 and 04-05 OWP, this contract is being re-submitted for approval.*

## CONTRACT AMENDMENT

**Consultant:** Aerial Information Systems (AIS)

**Scope:** Aerial Information Systems (AIS) was awarded Contract No. 02-004 for the development of a 2000 Regional Land Use Database for the entire SCAG region. All forests, military restricted areas and the city of Mexicali, Mexico are included. AIS is performing photo interpretation of the aerial photography obtained by SCAG through a separate contract.

The purpose of this amendment is to add two additional subtasks for the Field Verification process to be performed by AIS. Under this amendment, AIS will perform the land use field checks simultaneously with the photo interpretation process. The field verification task is an extremely valuable part of the Land Use photo interpretation process. The primary function of this task is to identify difficult to interpret photo signatures by going out into the field. AIS will also be coding all flagged polygons not clearly identified by the photo interpretation as to the existing land use at the time of the field verification process.

This amendment supports the overall goals for formulating SCAG's and other agencies planning policies. This amendment will substantially enhance the overall quality of the Land Use Database. This will ensure that the final delivery date will not exceed October 31, 2003.

<b>Contract Amount:</b>	<b>This amendment is for</b>	<b>\$ 99,950</b>
	Original contract is for	\$496,620
	<b>Total contract value not to exceed</b>	<b>\$596,570</b>
	(This amendment is within the 30% limitation)	

**Contract Period:** February 20, 2002 through October 31, 2003

<b>Work Elements:</b>	03-040.SCGC9	....\$496,620	(Funding sources: FHWA/FTA/TDA)
	04-XXX.	....\$ 99,950	(Funding Sources: FHWA/FTA/TDA, subject to approval of FY 03-04 budget)

Request for Proposal: Not applicable

**Selection Process:** Not applicable

**Basis for selection:**

Due to budget constraints at the time the original RFP was released, these proposed tasks were going to be performed by the Subregions. The money that was allocated for the Subregions to perform the tasks was later removed from the FY-02/03 budget. This situation left SCAG staff with the option of performing the task in-house with possible in-kind services from Subregions. Unfortunately, only three Subregions were willing to assist us with the task. In order to avoid any delays on the final product, staff has decided to amend the existing contract with AIS and have them perform these tasks. We have allocated additional \$99,950 for the Consultant to perform the task with a two month delay on the total project.

AIS has conducted field verifications for the 1990 and 1993 Land Use database and is familiar with all land use descriptions and key signatures (Anderson Level III/IV).

**Special Note:**

*This amendment was pulled from the agenda of April 2003 meeting, since SCAG cancelled budget amendment #2. Now that the budget has been revised to reflect the available funding from FY 03/04 and 04/05 OW, this contract amendment is being re-submitted for approval.*

## **SOFTWARE LICENSE RENEWAL**

**Consultant:** Thomas Brothers Maps

**Scope:** Thomas Brothers Maps will provide SCAG with an electronic database for the entire SCAG Region (approximately 38,500 square miles) under an existing software license agreement that will be used by SCAG's GIS, Transportation and Planning Data and Forecasting sections. The digital database contains the entire street network with address ranges, freeway/highway system, city boundaries, cultural feature, hydrology, zip code boundaries, land ownership, and other transportation features for the current year. We currently have a multi-year contract with Thomas Brothers that calls for an annual licensing fee.

**Contract Amount:**      **Annual renewal license fee is**      **\$ 50,337**  
Thomas Brothers Maps (prime)      \$ 50,337  
(No subcontractor)

**Contract Period:** January 1, 2003 through December 31, 2003

**Work Element:** 03-070.SCGS50 - \$ 50,337 (Funding source: FHWA/FTA)

**Request for Proposal:** Not applicable, renewal of existing software license

**Selection Process:** Not applicable, renewal of existing software license

**Basis for Selection:** Since 1999, SCAG has entered into a software license agreement with Thomas Brothers for the Geofile Street Database. SCAG has developed many applications and uses of Thomas Brothers Street Network database.

Thomas Brothers represents the best and most cost effective database that we can purchase. The Thomas Brothers product meets our quality requirements. It has been used extensively by our Geographic Information System (GIS) staff and local jurisdictions as the basis for the registration of other databases. In addition, the Transportation Modeling Section has matched the Tranplan network to the Thomas Brothers street network. A change in vendors would require significant resources, both in terms of staff and expenditures, to update these systems and applications to a different database.

As the major producer of electronic street networks since the early 1980's, Thomas Brothers has consistently met the quality standards that we require. We have purchased the Thomas Brothers database annually since 1999.

**Special Note:**

*This software license renewal request was pulled from the Council's agenda of April 3, 2003. This item is being re-submitted for approval. This action is for the 3<sup>rd</sup> and final year payment on our existing software license agreement with Thomas Brothers. This three-year contract will expire on December 31, 2003.*

*Negotiations will continue for the remainder of this year for a new contract for Calendar year 2004, seeking more beneficial terms to SCAG, our member jurisdictions, and other regional stakeholders.*